



Legislative  
Service  
Bureau

# MINUTES

## Capital Projects Work Group

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November 7, 1997

Third Meeting of the 1997-1998 Biennium

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### MEMBERS PRESENT

Senator John Jensen, Chairperson  
Representative Chuck Gipp, Vice Chairperson  
Senator Patty Judge  
Representative Pat Murphy

Also attending the teleconference at the State Capitol were: Mark Johnson, Senior Legal Counsel; Elizabeth Isaacson, Chief Clerk; Susan Severino, Assistant to the House Majority Leader; Mark Brandsgard, Assistant to the House Minority Leader; and Thane Johnson, Senior Research Analyst.

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### MEETING IN BRIEF

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Minutes prepared by  
Thane Johnson, Senior Research  
Analyst, (515) 281-3048

Organizational staffing by  
Mark Johnson, Senior Legal  
Counsel, (515) 281-3837

1. **Procedural Business.**
2. **Evaluation of Five Proposals -- Interviews.**
3. **Dates for Interviews -- Procedures.**
4. **Instructions to Staff.**
5. **Adjournment.**

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### COMMITTEE BUSINESS

#### 1. **Procedural Business.**

**Call to Order.** Chairperson Senator John Jensen called the teleconference meeting of the Capital Projects Work Group to order at 9:15 a.m., Friday, November 7, 1997, in the office of the Director of the Legislative Bureau, State Capitol, Des Moines, Iowa. He

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## **Capital Projects Work Group**

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stated that the purpose of the meeting was to evaluate the five vendor proposals received for the space evaluation and planning services study and determine which of the vendors submitting proposals to invite for interviews by the Work Group.

### **2. Evaluation of Five Proposals -- Interviews.**

Representative Gipp stated that he has reviewed the five proposals and suggests that the Work Group invite the representatives of three of the consultants for interviews; including Neumann Monson, P.C., Forsite RDG, and Herbert Lewis Kruse Blunck Architecture. Senator Judge stated that she has not had an opportunity to read the proposals because the delivery service did not leave the proposal package when she was not home. Representative Murphy stated that he would agree with the three consultants recommended for interviews by Representative Gipp. Senator judge stated that she would agree to invite the three consultants recommended by Representative Gipp if the other members are agreed. The other members agreed on the three consultants. The consultants submitting the two proposals not selected for interview were the following: InVision Interiors, L.C. and FEH Associates, Inc.

### **3. Dates for Interviews -- Procedures.**

Senator Jensen suggested that the next meeting for the interviews and final selection of one consultant should be November 19 and 20, 1997. Senator Judge stated that she has a conflict on November 20. Other potential dates were eliminated. The Work Group agreed to have 1½ hour interviews beginning at 8:00 a.m., Wednesday, November 19, 1997. The Work Group will hold a breakfast meeting at 7:00 a.m. before the first interview. The Work Group will meet to make a final decision on a consultant during the afternoon of November 19.

### **4. Instructions to Staff.**

Senator Jensen requested Mark Johnson to inform the five consultants of the Work Group decision and arrange for the interviews as outlined during the Work Group discussion.

### **5. Adjournment.**

Senator Jensen adjourned the meeting at 9:35 a.m.

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